

**SOUTH BERGEN JOINTURE COMMISSION  
500 Route 17 South, Suite 307  
Hasbrouck Heights, New Jersey 07604**

**REGULAR MEETING (Virtual)  
September 21, 2021**

PLEDGE OF ALLEGIANCE

NJ OPEN PUBLIC MEETINGS LAW

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Business Administrator-Secretary has caused notice of this meeting to be sent to the following, announcing time and place thereof, agenda, etc.:

North Jersey Media Group

Notice of this meeting has been posted in the lobby of the Board of Education Office and at the Jointure Commission Public Schools. This is an official meeting of the Board of Education/ South Bergen Jointure Commission.

The meeting was called to order at \_\_\_\_\_.

ROLL CALL

Members Present:

Members Absent:

Also Present:

- Ms. Danielle Shanley will be sworn in as a Board Member from the New Milford School District.

SUPERINTENDENT'S REPORT

Enrollment Report

APPROVAL OF MINUTES:

Motion:

Seconded:

1. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the minutes of the Executive Session and Regular Meeting of August 24, 2021 be approved.

Action taken:

**MEETING OPEN TO THE PUBLIC**

**REGULAR ORDER OF BUSINESS**

**2. FINANCE REPORT:**

Motion:

Seconded:

- 2a. BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that the FINANCE resolutions as per the attached report are approved. (2b, 2c 2d, 2e)
- 2b. The Board accepts the Board Secretary’s Report as of July 31, 2021 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of July 31, 2021 the Board Secretary’s monthly financial report (Appropriations sections), did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriations balances reflected on the report and the advice of districts officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year. “ (Attachment 2b)
- 2c. The Board accepts the financial report of the Treasurer of School Monies for the month of July 2021. (Attachment 2c)
- 2d. The Board approves the following resolution: “Pursuant to NJAC 6:20-2A.10(d), we certify that as of July 31, 2019, no budgetary line item has been over expended in violation of NJAC 6:20-2A.10(a).”
- 2e. The August and September bill lists below are approved (lists attached):

	<b><u>August &amp; September</u></b>
Bills Payable	\$2,501,759.89
Payroll/Manual Check	\$1,089,306.53
Cafeteria Checks	\$ <u>          0</u>
<b>Total</b>	<b>\$3,591,066.42</b>

- 2f. Motion to approve the transfers for the month of July 2021. (Attachment 2f)
- 2g. Approve the attached list of Professional Days with cost. (Attachment 2g)
- 2h. The Board accepts the revised Board Secretary’s Report as of June 30, 2021 and approves “Pursuant to NJAC 6:20-2A.10 (E), certify that as of June 30, 2021 the Board Secretary’s monthly financial report (Appropriations sections), did not reflect an over expenditure in any of the major accounts or funds, and based on the

appropriations balances reflected on the report and the advice of districts officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year." (Attachment 2h)

- 2i. The Board accepts the revised financial report of the Treasurer of School Monies for the month of June 2021. (Attachment 2i)
- 2j. Motion to approve the Agreement with the Cumberland Therapy Services dba Stepping Stones Group to provide staffing services to the SBJC for Related Services. (Attachment 2j)
- 2k. Motion to approve the contract with Rutgers Douglass Developmental Disabilities Center for professional development on October 8, 2021 at a cost of \$1,550.00. (Attachment 2k)
- 2l. Motion to approve the Agreement with the Delta-T Group to provide staffing services to the SBJC as per RFP #ESCNJ 20/21-30 through the ESCNJ Co-op. (Attachment 2l)

Action taken:

### **3. PERSONNEL:**

Motion:

Seconded:

BE IT RESOLVED BY THE SOUTH BERGEN JOINTURE COMMISSION, that in compliance with Chapter 116, P.L. 1986 and in accordance with the State of New Jersey Department of Education memorandum dated October 29, 1986 that all new personnel shall be considered to be provisionally hired: and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is hereby directed to comply with State Department directives concerning the State and Federal criminal history background checks of these employees and

BE IT FURTHER RESOLVED, that said new personnel shall be considered provisionally hired until such time as the Department of Education has indicated that they have completed the criminal history background checks of prospective employees and that said employees have satisfied the requirements of Chapter 116, P.L. 1986 at which time said employees shall no longer be provisional; the Business Administrator shall be hereby directed to employ personnel and to take such other personnel actions as indicated.

All appointments upon recommendation of the Superintendent are on an emergent basis, pending completion of a criminal history background check. In addition, all

appointments are contingent upon the employee signing a contract in accordance with law and the receipt of favorable reference responses. All aide appointments are contingent upon the employee being available for employment for the month of July 1, 2022 through July 31, 2022. All employments are approved to be paid additional compensation for the Clubs and Activities Program, Home Programming and Parent Training Home Program, office support and Home Instruction on an as-needed basis.

- 3a. Approve the Head Teacher positions and amounts for the 2021-2022 school year, as per the attached list. (Attachment 3a)
- 3b. Approve Elle Kriley, Occupational Therapist, to be paid a stipend of \$2,500.00 for the Head Therapist for the 2021-2022 school year.
- 3c. Approve the salary adjustment of Shane Miller, Coordinator of Special Projects to \$94,038.91, due to a clerical oversight. There is no additional cost. This is effective July 1, 2021.
- 3d. Approve Marie Bridge to be paid an additional \$10,000.00 as the Nursing Coordinator for the 2021-2022 school year.
- 3e. Approve Janinne Kelly to receive \$1,450.00 longevity for the 2021-2022 school year per the contract. Ms. Kelly is starting her 15th year.
- 3f. Approve the appointment of Mr. Nikhil Keys as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective September 20, 2021 - June 30, 2022.
- 3g. Approve the appointment of Ms. Susan Mezzina as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective October 1, 2021 - June 30, 2022.
- 3h. Approve the appointment of Mr. Daniel Kuzmenka as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective October 1, 2021 - June 30, 2022.
- 3i. Approve the appointment of Ms. Estefania Puerta as a Paraprofessional at the hourly rate of \$20.00, which is based on the Paraprofessional Index AA with substitute certificate, effective September 27, 2021. - June 30, 2022.
- 3j. Approve the appointment of Ms. Tanisha Luna as a Paraprofessional at the hourly rate of \$16.00, which is based on the Paraprofessional Index Non-Degree with Praxis, effective October 1, 2021 - June 30, 2022.
- 3k. Approve the appointment of Ms. Jacqueline Kelly as a Paraprofessional at the hourly

rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective October 1, 2021 - June 30, 2022.

- 3l. Approve the appointment of Ms. Mary Ann Johnson as a Paraprofessional at the hourly rate of \$20.00, which is based on the Paraprofessional Index AA with substitute certificate, effective October 1, 2021 - June 30, 2022.
- 3m. Approve the appointment of Ms. Tara Castellitto as a Paraprofessional at the hourly rate of \$16.00, which is based on the Paraprofessional Index Non-Degree with Praxis, effective October 1, 2021 - June 30, 2022.
- 3n. Approve the appointment of Ms. Perla Lopez as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective October 1, 2021 - June 30, 2022.
- 3o. Approve the appointment of Ms. Sara Knepper as a Paraprofessional at the hourly rate of \$22.00, which is based on the Paraprofessional Index BA with substitute certificate, effective September 1, 2021- June 30, 2022.
- 3p. Approve the appointment of Ms. Aisha Perez as a Paraprofessional at the hourly rate of \$20.00, which is based on the Paraprofessional Index AA with substitute certificate, effective October 1, 2021 - June 30, 2022.
- 3q. Approve the adjusted start date of Avery Byfield, Paraprofessional from September 1, 2021 to October 12, 2021.
- 3r. Approve the salary adjustment for Lisa Ryoo, Occupational Therapist, salary to \$69,360.00 effective September 1, 2021 went from MA+30 to Doctorate.
- 3s. Approve the salary adjustment for Rosemarie Canova, Preschool Teacher, to \$69,735.00 which is based on step 11, M.A. of the Teacher Guide effective September 1, 2021.
- 3t. Approve the adjusted start date of Nancy Fox, Nurse from September 1, 2021 to October 28, 2021.
- 3u. Approve the attached list of staff for after school home programming, services and evaluations. (Attachment 3u)
- 3v. Approve the following staff to be added to the substitute list for the 2021 - 2022 school year.

Emily Holland  
Diamond DelRosso

- 3w. Accept the resignation of Melissa Provost, Paraprofessional, effective October 9, 2021.
- 3x. Accept the resignation of Anna Segelbacher, School Social Worker, effective October 28, 2021.
- 3y. Accept the resignation of Melissa Bryan, Paraprofessional, effective July 9, 2021.
- 3z. Accept the resignation of Natalie Ramos, Paraprofessional effective July 1, 2021.
- 3aa. Approve the adjusted resignation date of Corina Drozdowski, Teacher from September 25, 2021 to July 1, 2021.
- 3bb. Accept the resignation of Maria Alarcon, Teacher effective November 12, 2021.
- 3cc. Approve the leave of absence for Employee ID#0286 from September 1, 2021 through November 12, 2021, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.
- 3dd. Reappoint the attached Teachers for the 2021-2022 school year with salaries as per attached. (Attachment 3dd)
- 3ee. Approve the leave of absence for Employee ID#1020 from September 2, 2021 through October 29, 2021, using days in accordance with the individual agreement with the Board and utilizing the FMLA and/or NJFLA leave entitlement.
- 3ff. Approve the 2021-2022 District Nursing Services Plan (Attachment 3ff)
- 3gg. Approve the 2021-2022 SBJC Employee Handbook (First Reading ) (Attachment 3gg)
- 3hh. Motion to approve the attached additional pay for services rendered as indicated. (Attachment 3hh)
- 3ii. Approve the 2021-2022 SBJC OT/PT/SPeech Department Manual (attachment 3ii)
- 3jj. Approve the 2021-2022 Acceptable Use Policy/Technology Department Manual (Attachment jj)
- 3kk. Approve the 2021-2022 HIB Policy/HIB Manual (Attachment 3kk)
- 3ll. Accept the resignation of Khaled Issa, Paraprofessional effective 10/1/21.

3mm. Approve the salary adjustment for Rosaria Licata, Teacher, from \$63,285.00 MA to \$65,510.00 MA+15 effective September 1, 2021. All requirements of the Teacher Salary guide have been met.

3nn. Accept the resignation of Jaclyn Lynyak, Paraprofessional effective 10/31/21.

Action taken:

#### 4. **POLICY:**

Motion:

Seconded:

4a. Adopt the following Policies/Regulations/By Laws/Procedure (First Reading):  
(Attachment 4a).

#### **Revised/Added**

<u>Policy #0131</u>	<u>Bylaws, Policies, and Regulations (Revised)</u>
<u>Policy #1643</u>	<u>Family Leave</u>
<u>Policy #2422</u>	<u>Comprehensive Health and Physical Education (M) (Revised)</u>
<u>Policy #2467</u>	<u>Surrogate Parents and Resource Family Parents (M) (Revised)</u>
<u>Policy #3134</u>	<u>Assignment of Extra Duties (Revised)</u>
<u>Policy #3142</u>	<u>Nonrenewal of Nontenured Teaching Staff Member (Revised)</u>
<u>Regulation #3142</u>	<u>Nonrenewal of Nontenured Teaching Staff Member (Revised)</u>
<u>Policy #3221</u>	<u>Evaluation of Teachers (M) (Revised)</u>
<u>Regulation #3221</u>	<u>Evaluation of Teachers (M) (Revised)</u>
<u>Policy #3222</u>	<u>Evaluation of Teaching Staff Members, Excluding Teachers and</u>
<u>Administrators</u>	<u>(M) (Revised)</u>
<u>Regulation #3222</u>	<u>Evaluation of Teaching Staff Members, Excluding Teachers and</u>
<u>Administrators</u>	<u>(M) (Revised)</u>
<u>Policy #3223</u>	<u>Evaluation of Administrators, Excluding Principals, Vice</u>
<u>Principals, and Assistant</u>	<u>Principals (M) (Revised)</u>
<u>Regulation #3223</u>	<u>Evaluation of Administrators, Excluding Principals, Vice</u>
<u>Principals, and</u>	<u>Assistant Principals (M) (Revised)</u>
<u>Policy #3224</u>	<u>Evaluation of Principals, Vice Principals, and Assistant Principals</u>
<u>(M) (Revised)</u>	

<u>Regulation #3224</u> <u>(M) (Revised)</u>	<u>Evaluation of Principals, Vice Principals, and Assistant Principals</u>
<u>Policy #4146</u>	<u>Nonrenewal of Nontenured Support Staff Member (Revised)</u>
<u>Regulation #4146</u>	<u>Nonrenewal of Nontenured Support Staff Member (Revised)</u>
<u>Policy #5116</u>	<u>Education of Homeless Children (Revised)</u>
<u>Policy #6471</u>	<u>School District Travel (M) (Revised)</u>
<u>Regulation #6471</u>	<u>School District Travel (M) (Revised)</u>
<u>Policy #7432</u>	<u>Eye Protection (M) (Revised)</u>
<u>Regulation #7432</u>	<u>Eye Protection (M) (Revised)</u>
<u>Policy #8420</u>	<u>Emergency and Crisis Situations (M) (Revised)</u>
<u>Regulation #8420.1</u>	<u>Fire and Fire Drills (M) (Revised)</u>
<u>Policy #8540</u>	<u>School Nutrition Programs (M) (Revised)</u>
<u>Policy #8550</u>	<u>Meal Charges/Outstanding Food Service Bill (M) (Revised)</u>
<u>Policy #8561</u> <u>(Revised)</u>	<u>Procurement Procedures for School Nutrition Programs (M)</u>

**Abolished**

Policy #1649 (Abolished)	Federal Families First Coronavirus (COVID-19) Response Act
Policy #3431.1	Family Leave (Abolished)
Policy #4431.1	Family Leave (Abolished)
Policy #3431.3	New Jersey Family Leave Insurance Program (Abolished)
Policy #4431.3	New Jersey Family Leave Insurance Program (Abolished)
Policy #5114	Children Displaced by Domestic Violence
Policy #7430	School Safety
Regulation #7430	School Safety
Policy #8810	Religious Holidays

Action taken:

**5. TRANSPORTATION:**

Motion:

Seconded:

- 5a. Motion to approve the attached 2021-2022 Quote Results Set 1.  
(Attachment 5a)
- 5b. Motion to approve the bid results for July 22, 2021, Athletics and Field Trips  
Cliffside Park. (Attachment 5b)



- 5c. Motion to approve the addendum for a second vehicle on Contract #081420-14, John Leckie, Route #4015A was added effective September 1, 2021. Vehicle cost is \$272.99 per diem and aide \$45.00 per diem. Total route cost \$317.99.
- 5d. Motion to approve the addendum for a second vehicle on Contract #081420-14, John Leckie, Route #4016A was added effective September 1, 2021. Vehicle cost is \$272.99 per diem and aide \$45.00 per diem. Total route cost \$317.99.
- 5e. Motion to approve the addendum on route #IN222, Mayor Transportation, an aide was added to the vehicle effective September 21, 2021. Aide cost was \$80.00 per diem. Total route cost \$279.00.
- 5f. Motion to approve the addendum for a second vehicle on Contract #IN222, Mayor Transportation, Route #IN222A was added effective September 1, 2021. Vehicle cost is \$199.00 per diem and aide \$80.00 per diem. Total route cost \$279.00.
- 5g. Motion to approve the addendum for a second vehicle on Contract #081420-14, John Leckie, Route #4037A was added effective September 1, 2021. Vehicle cost is \$268.99 per diem and aide \$45.00 per diem. Total route cost \$313.99.
- 5h. Motion to approve the award of PT200 from Bid #070121 to the second lowest bidder Town & County Bus Company effective September 1, 2021. Vehicle cost is \$246.90 per diem and aide \$40.00 per diem. Total route cost \$246.90. Original lowest bidder rescinded.
- 5i. Motion to approve the award of 4601A from Bid #070121 to John Leckie Inc. effective September 1, 2021. Vehicle cost is \$268.99 per diem and aide \$45.00 per diem. Total route cost \$313.99.
- 5j. Motion to approve the addendum for a second vehicle on Contract #081420-14, John Leckie, Route #4001A was added effective September 1, 2021. Vehicle cost is \$273.99 per diem and aide \$45.00 per diem. Total route cost \$323.62.
- 5k. Motion to approve the addendum for a second vehicle on Contract #081420-14, John Leckie, Route #4055A was added effective September 1,

2021. Vehicle cost is \$242.99 per diem and aide \$45.00 per diem. Total route cost \$292.10.

51. Motion to approve the addendum on Multi Contract #R082620-6, Route #IN119, Mayor Transportation, an aide was added to the vehicle effective September 21, 2021. Aide cost was \$60.00 per diem. Total route cost \$242.03.

Action Taken:

6. **FACILITIES AND PLANNING:**

Motion:

Seconded:

- 6a. Motion to accept the Health and Safety Evaluation of School Buildings Checklists. (Attachment 6a)

Action taken:

7. **OLD BUSINESS:**

Motion:

Seconded:

Action taken:

8. **NEW BUSINESS:**

Motion:

Seconded:

Action taken:

9. **DISCUSSION ITEMS:**

Action taken:

10. **FOOD SERVICE:**

Motion:

Seconded:

Action Taken:

**11. CURRICULUM**

11a. Approve October 18 – October 22, 2021 as School Violence Awareness Week.

11b. Approve October 4- October 8, 2021 as a Week of Respect

11c. Approved the field trip list for the 2021 - 2022 School Year (attachment 11c)

**12. INFORMATION ITEMS:**

**ADJOURNMENT:**

Motion:

Seconded:

BE IT RESOLVED, that this meeting is adjourned at \_\_\_\_\_.

Action Taken:

**SPECIAL ORDER OF BUSINESS  
CLOSED MEETING TO PUBLIC ATTENDANCE**

**September 21, 2021**

Motion:  
Seconded:

BE IT RESOLVED THAT THE SOUTH BERGEN JOINTURE COMMISSION will hold a closed meeting on September 21, 2021 at 9:30 a.m. to review personnel matters and other confidential concerns as listed on the Closed Agenda dated September 21, 2021. The items discussed will be made public at the conclusion of the executive session or at a date not determined at this time.

Action taken:

SOUTH BERGEN JOINTURE COMMISSION  
CLOSED - MONTHLY MEETING

September 21, 2021

Meeting Opened at \_\_\_\_\_.

Members Present:  
Members Absent:  
Also Present:

Special Order of Business

I. Employee Relations and Negotiations

II. Legal

**Adjournment**

Motion:  
Seconded:

BE IT RESOLVED, that this closed session is adjourned at \_\_\_\_\_.

Action taken: